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May 25, 1953

TO: Assistant Deputy Director (Administration)

FROM: Assistant Comptroller

SUBJECT: Liquidation of the President's Committee on International Information Activities

1. At a discussion held with [REDACTED] and [REDACTED] on 22 May 1953 I was advised that the Committee's job was almost completed and that the Committee's activities were to be terminated as soon as possible. It is my understanding that the liquidation schedule is as follows:

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25X1A5a1

a. The Committee staff will be disbanded effective as of 31 May 1953, except for a two or three man "clean-up" detail. Those members of the Committee staff who were "loaned" by various agencies on a non-reimbursable detail will return to their respective agencies on 1 June 1953. Those individuals hired by CIA on behalf of the Committee would be "transferred" to PSB effective as of 1 June 1953 or terminated. The individuals "transferred" would remain on CIA rolls for pay purposes, but reimbursement to CIA for their salaries and expenses would be made by PSB.

b. The "clean-up detail" will complete its work on or before 15 June 1953. The target date is 7 June 1953.

c. Telephone, utility, and guard services will be discontinued at 901 16th Street on 15 June 1953.

d. The building will be vacated and turned back to General Services Administration on or before 30 June 1953.

2. It is my understanding that the following actions have been, or will be taken in order to effect an orderly administrative liquidation of this activity:

a. All CIA documents and papers loaned to the Committee have been returned to CIA.

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b. All CIA employees loaned to the Committee on a non-reimbursable basis (except [REDACTED]) will be returned to CIA on 1 June 1953. It is my understanding that termination action on [REDACTED] is being processed by the Personnel Division.

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c. The following named individuals were hired by CIA on behalf of the Committee:



GS-8

GS-7

GS-6

GS-12

(Consultant \$50.00 per day)

GS-13

(Consultant \$40.00 per day)

(Consultant \$50.00 per day)

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In a discussion with [redacted] Executive Secretary of the Committee and [redacted] Executive Officer of PSB on 22 May 1953, I was advised that PSB would take over the first five individuals named above on 1 June 1953, and would reimburse CIA for their salaries and expenses from that date forward. [redacted] will confirm this by memorandum to the Personnel Director, CIA. [redacted] will not perform any further duties for the Committee, therefore, his contract may be cancelled immediately. Messrs. [redacted] are to be terminated on 7 May unless advice to the contrary is received before that date. [redacted] is to talk to Mr. Dulles about the possible future use of [redacted].

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\* [redacted] advised me on 22 May that the cost of [redacted] salary should not be charged as a direct cost to the Committee since she had not actually performed work for the Committee. He indicated that [redacted] appointment was by arrangement between Mr. Dulles, DCI and [redacted] and stated that he would discuss the matter with Mr. Dulles, the DCI. If Mr. Dulles advises that this charge should be absorbed by CIA an internal adjustment of the cost will be effected.

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d. Administrative equipment loaned to the Committee (safes, typewriters, air conditioning units, etc.) will be picked up and returned to CIA on or before 15 June 1953. Mr. Peel has a list of such CIA property and is making arrangements for their pick-up.

e. Appropriate requests should be made to GSA to discontinue the utilities and guard services at 901 16th Street on or before 15 June and for turning the space back to GSA on or before 30 June. I understand that Mr. Peel and [redacted] will take the necessary steps in connection with this.

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f. Arrangements have been made for the close out of the petty cash fund maintained by the Committee and the return of cash balance as of 31 May 1953.

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g. The Comptroller's Office will prepare a financial report showing the direct obligations and expenses incurred by the Committee in accordance with [REDACTED] request.

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3. Kindly advise if you have any questions or instructions concerning the above.

[REDACTED] 25X1A9a

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